Retail Letters, Flats, and Parcels

Express Mail

Physical Standards Maximum weight: 70 pounds.

Maximum length and girth: 108 inches.

(101.4)Weight and size limitations vary for international and military service (see the International Mail Manual or your local postmaster for more information).

Rates and Fees

For rates, see page two.

(113.1)Rates are based on the weight of the addressed piece and level of service, without regard to zone. Flat rate: the applicable 1/2-pound rate is charged for matter mailed in the Express Mail flat rate envelope provided by the USPS, regardless of weight (113.1.5).

Pickup service (116.5): \$12.50 per stop (regardless of the number of pieces); service and information available by calling 1-800-222-1811 or at www.usps.com. Only one fee for Express Mail, Priority Mail, or Parcel Post picked up at same time.

Content **Standards** (113.3)

First-Class Mail (including Priority Mail) or Express Mail is required for personal correspondence, handwritten or typewritten material, and bills or statements of account. It may also be used for any mailable item.

Service Features (113.4)

Express Mail is a money-back guaranteed overnight to two-day service which includes tracking, proof of delivery, and insurance up to \$100. Express Mail is delivered 365 days a year with no extra charge for Saturday, Sunday, or holiday delivery. Mailers may call 1-800-222-1811 or visit www.usps.com for delivery information between specific ZIP Codes. For mailers' convenience, Express Mail envelopes and boxes are available from local post offices at no additional cost. Customized preprinted labels are also available by contacting your local post office. Matter mailed in USPS-provided Express Mail packaging is subject to Express Mail rates regardless of how the packaging is reconfigured or how markings may be obliterated. Express Mail International Service is available between the United States and more than 190 foreign countries. Express Mail tracking is available on the USPS Web site at www.usps.com.

Options:

- Express Mail Next Day/Second Day Services provide guaranteed overnight and second day service to designated delivery areas and post offices (113.4.2, 113.4.3). For post office-to-post office option, sender must notify addressee for pickup.
- Express Mail Custom Designed Service is available between locations in the United States on a scheduled basis under a service agreement (113.4.5).
- Express Mail Military Service is available between the United States and designated APOs and FPOs. Shipments are delivered in 2 to 3 days to more than 300 locations in Europe, Asia, and Panama (113.4.6).
- Express Mail Same Day Airport Service is suspended indefinitely.

Postage Payment and **Documentation**

Express Mail may be paid by stamps, postage meter, or Express Mail Corporate Account.

(114)

Mail Preparation All packages must use an Express Mail label.

Each piece should include a complete delivery address with correct ZIP Code or ZIP+4 code. (115)

Deposit (116)

Express Mail Next Day and Second Day items may be mailed at post offices, stations, and branches; dropped into Express Mail collection boxes; handed to carriers; or picked up by the USPS. Acceptance and collection information may be obtained by calling 1-800-222-1811 or contacting your local postmaster (116.1).

Drop shipment: applicable standards (705.16).

Extra Services (503.1)

Return receipt service is available (503.6). Insurance against loss, damage, or rifling is included at no extra cost up to \$100 (503.1). Additional merchandise insurance may be available up to \$5,000, depending on the value and nature of the item. Claims must be filed within 90 days of the date of mailing (609.1). For an overview of extra services, see Quick Service Guide 503.

Waiver of signature: mailers may instruct the USPS to deliver Express Mail packages without obtaining the addressee's signature by signing the waiver on the Express Mail label. Waiver of signature is not available for COD Express Mail Military Service (503.11.2.6), or if additional insurance is purchased (503.1).

For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.



Express Mail—All Service Levels

Weight Not Over (pounds)	Service ¹				Service ¹		
	Custom Designed	Next Day & Second Day ² PO to PO	Next Day & Second Day PO to Addressee	Weight Not Over (pounds)	Custom Designed	Next Day & Second Day ² PO to PO	Next Day & Second Day PO to Addressee
1/2 ³	\$10.70	\$10.40	\$13.65				
1	14.90	14.60	17.85	36	\$73.75	\$73.45	\$76.70
2	14.90	14.60	17.85	37	75.40	75.10	78.35
3	18.10	17.80	21.05	38	77.20	76.90	80.15
4	21.25	20.95	24.20	39	78.95	78.65	81.90
5	24.35	24.05	27.30	40	80.75	80.45	83.70
6	27.45	27.15	30.40	41	82.55	82.25	85.50
7	30.50	30.20	33.45	42	84.40	84.10	87.35
8	31.80	31.50	34.75	43 44	86.10	85.80	89.05
9	33.25	32.95	36.20	44	87.85 89.45	87.55 89.15	90.80 92.40
10	34.55	34.25	37.50	45	90.80	90.50	92.40
11	36.25	35.95	39.20	46 47	90.80	90.50 92.15	95.40
12	38.90	38.60	41.85	47	93.90	93.60	96.85
13	40.80	40.50	43.75	49	95.90	95.00	98.25
14	41.85	41.55	44.80	50	96.80	96.50	99.75
15	43.15	42.85	46.10	51	98.40	98.10	101.35
16	44.70	44.40	47.65	52	99.80	99.50	101.33
17	46.20	45.90	49.15	53	101.35	101.05	104.30
18	47.60	47.30	50.55	54	102.80	101.03	105.75
19	49.05	48.75	52.00	55	104.30	104.00	107.25
20	50.50	50.20	53.45	56	105.85	105.55	108.80
21 22	51.95	51.65	54.90	57	107.30	107.00	110.25
23	53.40 54.90	53.10	56.35	58	108.85	108.55	111.80
23 24	54.90	54.60 56.00	57.85 59.25	59	110.45	110.15	113.40
25	57.70	57.40	60.65	60	112.20	111.90	115.15
26	59.20	58.90	62.15	61	114.10	113.80	117.05
26 27	60.60	60.30	63.55	62	115.85	115.55	118.80
28	62.10	61.80	65.05	63	117.55	117.25	120.50
29	63.55	63.25	66.50	64	119.50	119.20	122.45
30	65.00	64.70	67.95	65	121.20	120.90	124.15
31	66.45	66.15	69.40	66	123.10	122.80	126.05
32	67.95	67.65	70.90	67	124.80	124.50	127.75
33	69.30	69.00	72.25	68	126.70	126.40	129.65
34	70.85	70.55	73.80	69	128.45	128.15	131.40
35	72.20	71.90	75.15	70	130.25	129.95	133.20

^{1.} Same Day Airport Service is currently suspended.

^{2.} Sender must contact the intended addressee to notify addressee that package has been sent and will be available for pickup.

^{3.} The applicable 1/2-pound rate is charged for matter sent in a Express Mail flat-rate envelope provided by the USPS, regardless of the actual weight of the piece.